



TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS

JUNE, 2018 NEWSLETTER

President's Message

Ann Kuhn

Dear TAALP Members:

School is out for some already and hopefully some of you are planning your family vacations. Wherever you are going, I hope it involves water because it's pretty hot out there and looking to get hotter. Break out the sunscreen and stay cool for sure. No vacation in sight for me until October when Jerry's job sends him to Nashville for a week. Home of country music. He's a drummer and plays a little guitar so should be a fun time for us.

This TAALP year is nearing the end and my last year serving as your President. I have enjoyed getting to know so many of the members that I would not have had the opportunity to meet otherwise.

We are in the final week before election of officers. As you all know, Cindy Kirby is our Committee Chairman and will be handling the election. Brandi Turchi and Hailey Kirby will serve on the committee with Cindy. If you were nominated for a position, I hope you accepted that nomination. If you are eligible to vote, please attend the meeting next week so that we will be sure to have a quorum. I encourage you all to attend.

The meeting is Thursday, **June 7, 2018, at noon at the Chamber of Commerce**. Clear Springs will be catering again. We always get positive feedback about Clear Springs and they are always ready to accommodate us.

Thanks to Deposition Resources for being our sponsor this month!

I look forward to seeing you all on Thursday at the meeting!

Thanks,

Ann Kuhn



TAALP ELECTIONS in just a few days!

Those of you who are eligible to vote, be sure and attend the June membership meeting at the Chamber of Commerce.

Make your vote count!

TAALP can help get your name out to our members.

Just email me at:
helenk@brownbaumsmith.com for more information.

**Transcript Ad Rates:
(Per Month)**

Business Card -	\$10.00
Quarter Page -	\$20.00
Half Page -	\$30.00
Full Page -	\$50.00

NOTICES:

1. The price of lunch is \$15.00 which covers an hour of CLE and a full course meal; salad, entrée, drink and dessert. Feel free to bring your own lunch with you should you chose not to eat the catered meal. When responding to your evite, please note whether you will attend and whether or not you will eat so an accurate count can be provided to the caterer. If a RSVP is made with a notation that a meal will be paid for and you do not attend the meeting, you will still be responsible for the cost of that meal. Those with extenuating circumstances will be taken under advisement. Thank you.

**MEMBERSHIP
IT'S A NEW YEAR!**

If you or a friend are interested in renewing or joining TAALP, please send in the attached Application. Our 2018-2019 year starts July 1 and runs through June 30.

Sunshine Notices:

Do you know of some news about our members that should be shared with our members?

Please send any submissions to Cindy Kirby

at cindy@sscfirm.com.

Be sure and check out our new vendor,
"Signature". Welcome!

❖ **MARK YOUR CALENDARS** ❖

June 7, 2018

TAALP Membership Meeting
Chamber of Commerce

July 3, 2018

TAALP Board Meeting; Jack Ryans

The Executive Board of TAALP would like to thank all following new/renewing members:

Dana Ward

Anderson, Katrina	Deposition Resources	Hudson, Christine	Parker, Nancy
Assunto, Kimberly	Dickey, Lisa	Jackson, Laura	Phillips, Samantha
Austin, Sara	Dieringer, Mary	Johnson, Sandy	Power, Kerri
Barrett, Sheri	Dillon, Candice	Keahey, Regina	Pratt, Lindsey
Barron, Jennifer	Discovery Records	King, Carrie	Rex, Renda
Beasterfield, Elizabeth	Dixon, Renee	Kirby, Cindy	Robbins, Marie
Beck, Karen	Dodds, Janet	Kirby, Hailey	Robison, Rhonda
Betts, Lisa	Doffer, Teresa	Knighton, Tina	Seal, Jan
Blair, Erin	Earls, Kristen	Koch, Helen	Sepmoree, Tina
Blubonnet Process Server	Elite Deposition	Kopech, Leatha	Sherrill, Sharon
Brooks, Bonnie	Technologies	Kuester, Cheryl	Shreder, Connie
Brotherton-Pyatt,	Evans, Karen S.	Kuhn, Ann	Shults, Cayce
Margaret	Fields, Twyla	Lennon, Molly	Skeen, Barbara
Brownlow, Laura	Flowers, Marilyn	Lewis, Mallory	Smith, Jennifer
Buchanan, Ann	Forbey, Lauren	Liska, Rhonda	Sparks, Rhonda
Burgess, Ginny	Foster, Codi	Liston, Lisa	Starcher, Darcy
Calton, Sonya	Franklin, Katrina	Lollar, Melinda	Stewart, Clothilda
Chavez, Karina	Freeman, Tabitha	Marshall, Tracy	Stone, Meredith
Clarkston, Penny	Fulkerson, Chris	Martin, Kara	Stracener, Melinda
Clayton, Catherine	Garcia, Maria	Martin, Melissa	Theford, Kimberly
Collins Investigations	Godwin, Carol	May, Tamara	Thomas, Deborah
Connors, Samantha	Goley, Carol	Mayfield, Tammye	Toon, Kristine
Connor, Sarah	Green, C.J.	McDonald, Laurie	Turchi, Brandi
Coplan, Patricia	Hall, Carrie	Miller, Susan	Wallace, Melissa
Cox, Kristin Railsback	Hancock, Jo Ruth	Morris, Mechele	White, April
Crawford, Melani	Harris, Melissa	Murphy, Julie	Wimberley, Suzanne
Crim, Nancy	Harvey, Terri	Neel, Lesley	Zillmer, Alice
Deck, Mary	Hays, Sarah	Newman, Kristen	
Lexitas f/k/a Depo Texas	Hemphill, Carla		
	Henry, Donna		
	Hesse, Wendy		

TAALP
MINUTES OF MAY 30, 2018 BOARD MEETING
By: Brandi Turchi, Recording Secretary

The Executive Board met at JACK RYAN'S on Wednesday, May 30, 2018, for the monthly meeting. The following board members were present: Ann Kuhn, President; Lisa Betts, 1st Vice President; Carrie King, Treasurer; Brandi Turchi, Recording Secretary; Helen Koch, Corresponding Secretary; Jo Ruth Hancock, President-Elect; and Sarah Connor, Parliamentarian and Executive Advisor.

Ann called the meeting to order at 12:06 p.m.

ANN KUHN, President:

Ann presented the calendar of upcoming events, and they were discussed by the board members.

Old Business:

- 2016-2017 Final Membership total: 140
- 2017-2018 Renewal Membership total to date: 109

New Business:

- Nominations solicitation in May with elections June 7th at the Chamber of Commerce; and
- Cindy Kirby will chair the 2018-2019 officer nominations and election. Brandi Turchi and Hailey Kirby will serve on the committee with Cindy Kirby.

JO RUTH HANCOCK, President-Elect:

LISA BETTS, 1st Vice President:

Evite will be sent May 31, 2018, and reminder on June 4th to everyone, regardless of their RSVP.

CODI FOSTER, 2nd Vice President: ABSENT

- June – Elections
- July – Rachael Griffith – speaking on Guardianships for Special Needs Children

BRANDI TURCHI, Recording Secretary:

- Moved that the Minutes of the May 2, 2018 board meeting be approved, as reported in the Transcript. Helen Koch seconded the motion and it carried; and
- Lunch to be catered by Clear Springs.

HELEN KOCH, Corresponding Secretary:

- Publish newsletter on June 4, 2018. Deadline for information is June 1st;
- June Spotlight: Alice Zillmer;
- July Spotlight: TBD;
- Mock Trials were successful; and
- Send schedule to Court bailiff for next year's mock trial.

CARRIE KING, Treasurer:

- Moved that the Treasurer's Report for May be filed for audit. Brandi Turchi seconded the motion and it carried.

SARAH CONNOR, Executive Advisor:

SARAH CONNOR, Parliamentarian:

Next Regular Meeting: June 7, 2018 – Chamber of Commerce

Next Board Meeting: TBA

There being no further business, Ann adjourned the meeting at 12:20.

ANN KUHN, President

BRANDI TURCHI, Recording Secretary

TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS



2018-2019 APPLICATION FOR MEMBERSHIP AND/OR RENEWAL

Please see attached Membership Definitions for further details

TYPE OF MEMBERSHIP (Check One):

- RENEWAL
 NEW MEMBER

CHECK HERE IF APPLICABLE:

- NAME/EMAIL/ADDRESS CHANGE

MEMBERSHIP RATES (Check One):

- \$50.00 ACTIVE
 \$40.00 ASSOCIATE
 \$25.00 GOVERNMENT / COURTHOUSE
(ACTIVE/ ASSOCIATE)
 \$25.00 STUDENT (ASSOCIATE)
 SUSTAINING/VENDOR

NAME: _____

SPECIALTY AREA (if any): _____

EMPLOYER: _____

POSITION: _____ HOW LONG: _____

BUSINESS ADDRESS: _____ CITY & ZIP CODE: _____

BUSINESS PHONE: _____ FAX: _____

HOME ADDRESS: _____ CITY & ZIP CODE: _____

HOME/CELL PHONE: _____

DATE OF BIRTH: _____ (Month/Day) EMAIL ADDRESS: _____

I PREFER TO RECEIVE MAIL AT: HOME WORK

LEGAL TRAINING: _____

PROFESSIONAL DESIGNATION(S): _____

(i.e., CLA, CP, CLAS, PLS, CPS, TBLS)

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT I MEET THE REQUIREMENTS FOR THE CATEGORY OF MEMBERSHIP FOR WHICH I AM APPLYING (see Bylaws). I AGREE TO BE BOUND BY THE BYLAWS AND CODE OF ETHICS AS ADOPTED BY THE TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS (TAALP).

DATE: _____ SIGNATURE: _____

COMMITTEES

THE REAL WORK OF THE ASSOCIATION IS PERFORMED THROUGH ITS COMMITTEES.

ON WHICH COMMITTEES WOULD YOU BE WILLING TO SERVE?

- | | |
|---|---|
| <input type="checkbox"/> MEMBERSHIP | <input type="checkbox"/> SCHOLARSHIP |
| <input type="checkbox"/> NEWSLETTER | <input type="checkbox"/> COMMUNITY SERVICES |
| <input type="checkbox"/> EMPLOYMENT | <input type="checkbox"/> LAW DAY |
| <input type="checkbox"/> JOINT LUNCHEON | <input type="checkbox"/> FINANCE |
| <input type="checkbox"/> WAYS & MEANS | <input type="checkbox"/> AUDIT |
| <input type="checkbox"/> HANDBOOK | <input type="checkbox"/> PROCEDURES MANUAL |
| <input type="checkbox"/> NOMINATIONS | <input type="checkbox"/> HISTORY |
| <input type="checkbox"/> PROFESSIONAL ETHICS | |
| <input type="checkbox"/> LONG RANGE PLANNING/ BYLAWS & STANDING RULES | |
| <input type="checkbox"/> LEGAL PROFESSIONAL OF THE YEAR | |
| <input type="checkbox"/> PROFESSIONAL DEVELOPMENT & CLE | |

PLEASE MAIL YOUR APPLICATION WITH PAYMENT OF ANNUAL DUES TO:

(PLEASE MAKE YOUR CHECK PAYABLE TO TAALP)

TAALP 1ST VICE PRESIDENT

LISA BETTS

110 N. COLLEGE AVE., SUITE 1700

TYLER TEXAS 75702

****The membership period runs from July 1, 2017 to June 30, 2018. ****

MEMBERSHIP

Membership levels are as follows:

➤ **Active Membership**

- (1) Any individual who has been engaged as a legal secretary, law office administrator, legal assistant, stenographer, typist or clerk in any law office or any person employed in the Court, the trust department of banks or trust companies, or in any public or private institution or office directly engaged in work of a legal nature, including, the public offices of the US Government, states, cities, counties or municipalities for a period of more than 1 year;
- (2) Any individual who has successfully completed a curriculum or full course of studies from an ABA approved or institutionally accredited school or a curriculum or full course of studies specifically prescribed for training as a legal professional from a non-ABA approved non-institutionally accredited school; or
- (3) Any individual who has successfully completed the voluntary certification examination given by NALA, who shall prove that certification or certification renewal by providing documentation of the same to the membership committee and is entitled to the use of the designation “CLA” or “CP”; or
- (4) Any individual who has successfully completed the voluntary certification examination given by the Professional Legal Secretary Association who shall prove that certification or certification renewal by providing documentation of the same to the membership committee and is entitled to the use of the designation “PLS”; or
- (5) Any individual who has been a member in good standing of any organized legal professional association for a period of one (1) year or more.

➤ **Associate Membership**

- (1) Any educator, judge, attorney or a university or college student in good standing who has interest in the legal profession.
- (2) Any individual who has been engaged as a legal secretary, law office administrator, legal assistant, stenographer, typist or clerk in any law office or any person employed in the Court, the trust department of banks or trust companies, or in any public or private institution or office directly engaged in work of a legal nature, including, the public offices of the US Government, states, cities, counties or municipalities for a period of less than 1 year; or
- (3) Any individual who is employed in some type of legal capacity and who is interested in supporting the profession but who may not otherwise qualify at present as an active member or may elect to join as an Associate rather than an Active member.

➤ **Sustaining Membership**

Will be granted to any individual, firm or organization who has rendered some special or distinguished service to this Association and who is not a member of this Association or who subscribes to the goals of this Association and shares the common interest of promoting the legal professional and in addition contributes annually to the Association an amount equal to or in excess of the current annual active membership dues.


EMPLOYMENT – JUNE 2018


*Contact: Lisa Betts
TAALP Job Bank Coordinator
903.534.0200 or lisa@sscfirm.com*

Position	Practice Areas/Job Description	Location
1. Litigation Clerk	Full-time Litigation Clerk for a Tyler Plaintiff firm; see details emailed 3-8-18	Tyler
2. Paralegal	Full-time Paralegal; exp with PI, large document mgmt, medical records, and spreadsheet/database creation; 3-5 years exp in PI	Tyler
3. Paralegal	Doc prep Paralegal for real estate firm. See email from 5-25-18	Tyler

NOTE: Job postings are for TAALP members. If you share with a friend/co-worker, please advise them that they have to be a member in order for the job bank to be shared or their resume forwarded.


PARALEGAL DIVISION NEWS OF INTEREST

 State Bar of Texas
Paralegal Division



**Annual Meeting
PARALEGAL DIVISION
State Bar of Texas
Friday, June 22, 2018
8:00 am – 2:00 pm
Austin Marriott South
4415 S IH 35 – Austin, Texas**

“Operation: Military Legal Support”



**Keynote Speaker:
Thomas Palladino**
Executive Director of the Texas Veterans Commission
“Veteran Services in Texas”

Plus 3 hours of CLE
Speaker and Topic information:

Texas Secretary of State’s office – Webcam Notarizations
Susan Haney with the Haney Law Firm – Estate Planning
Sgt. Major Pickerin with the JAG Office at Fort Hood – Family Law

Registration Fee: \$60 on or before May 28, 2018
Registration is online ONLY @ www.txpd.org
Late Registration \$65 - May 29, 2018 - June 8, 2018
QUESTIONS? Contact Alice Lineberry, @ am@txpd.org



TAALP would like to thank the following sponsors for their donation to our membership social.

Blubonnet Process Service

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Gillen & Gillen

Ireland, Carrol & Kelley, PC

Lexitas

Starr Schoenbrun & Comte, PLLC

Wilson Law Firm

Michael K. Hogan, PC

You are very much appreciated!

Save the Date!



September 26 - 28, 2018

Register online starting June 1 at www.txpd.org/taps

- includes 14 hours of CLE, socials, and keynote luncheon -

Crowne Plaza



Addison, Texas

TAALP SCHOLARSHIPS

The Tyler Area Association of Legal Professionals (TAALP) Scholarship Committee is proud to announce the following recipients of the annual scholarships awarded by the organization.

Sheila Thomas	Betty Kirby Memorial Scholarship
Kara Bengé	Betty Miller Memorial Scholarship
William Garrett Hulst	TAALP General Scholarship
Sydney Barrett	TAALP General Scholarship



The two memorial scholarships were created in honor of Betty Miller and Betty Kirby, who were long-time members of the association during its formative years and provided leadership and guidance in establishing the association. After their deaths, each was honored with an annual memorial scholarship in recognition of their many years of service in the legal profession, as well as their emphasis on the importance of education for members regarding their legal support role within the legal profession.

The TAALP Board has designated the Betty Kirby Memorial Scholarship to be awarded to a student who is enrolled in, or attending, a paralegal program. The other scholarships may be awarded to students who are enrolled in, or attending, a program which leads to a career in the legal profession.

Sheila Thomas is currently enrolled in the Paralegal Degree Program at Tyler Junior College. This is a program which has been supported by TAALP since its inception and we are proud to continue our association with the program. Sheila is a single mother who found the need to re-direct her career goals in order to provide for her family. She is interested in also pursuing her private investigator's license and would like to focus on digital forensics and e-discovery in the future. Sheila is slated to graduate in the Fall of 2019.

Kara Bengé is the daughter of Denise Langston and Randy Bengé. Kara is also enrolled in the Paralegal Degree Program at Tyler Junior College and she has an overall college GPA average of 3.92. Kara is slated to graduate from the program in May of 2019 and has received an invitation to join the Phi Theta Kappa Honor Society at TJC. Prior to attending TJC, Kara worked at the Smith County District Clerk's office.

William Garrett Hulst is the son of Michelle Barber who is with the Smith County Adult Probation Department. William recently graduated from Texas A&M University with a Bachelor's Degree in Sociology and has been accepted into the prestigious Texas Department of Public Safety Trooper Training Academy. This is a rigorous program which is very selective of the candidates invited to attend the academy. William has an overall college GPA of 3.4 and will start the program in early June of this year.

Sydney Barrett is the daughter of Melissa Barrett and she recently graduated from the University of Oklahoma with a Bachelor's Degree in Finance. Sydney has an overall college GPA of 3.79 and has been accepted into the Law School of the University of Oklahoma. She will start her first year of law school in early June of this year.

The Tyler Area Association of Legal Professionals is honored to award these scholarships to these four very deserving individuals.

Barbara Calcote Skeen, CP

Scholarship Chair, 2018



Signature

RJ*S JEWELERS
110 E. EIGHTH STREET, TYLER, TEXAS 75701
903-592-8600
RJSROBERT@SBCGLOBAL.NET
WWW.RJSTYLER.COM

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RJ*s

Signature

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JUNE BIRTHDAYS	JULY BIRTHDAYS
Kristine Toon 3	Janet Dodds 1
Suzanne Wimberley 5	Kara Martin 3
Karen S. Evans 8	Karen Beck 6
Lisa Liston 9	Donna Henry 6
Tamara May 13	Kristen Earls 18
Sharon Sherrill 15	Helen Koch 23
Kerry Power 19	Katrina Franklin 27
Sara Austin 26	
Sarah Hays 26	
Rhonda Robison 27	

TAALP
would like to extend a

BIG "THANK YOU"

to **DAIRY QUEEN OF TYLER,**

for donating the nice **TREATS**
members are finding in their
birthday cards!!

Be Sure To Frequent Your Local
DAIRY QUEEN!

SPOTLIGHT MEMBER

ALICE ZILLMER



After working for Bain, Files, Jarrett & Harrison, P.C., for 35 years and for Jerry Bain 5 years before that, I retired from the legal field at the end of 2014. I had major neck surgery in March of 2015 and took the rest of that year for recovery. Then in 2016 I took a part-time job as the office administrator of St. Luke's Episcopal Church in Lindale where I also serve as Treasurer and Music Coordinator. Yes, I am busy and that seems to be the way I like it.

In December of 2017, my good friend Penny Clarkston asked me to be her Treasurer as she ran for District Clerk of Smith County. During her run, I went to many political events and returned to the monthly meetings of TAALP and realized I had really missed the friendships and education received. I may miss from time to time but I cannot imagine dropping out again.

Before TAALP, the association's name was Tyler Association of Legal Assistants (TAALA). There was also another association, Tyler Legal Secretaries Association (TLSA). Changes had been made in larger cities but it was slowly coming to Smith County. Although there was a Paralegal Division in the State Bar of Texas, in Tyler there were attorneys who wanted their staff to be known as secretaries (even if they were doing paralegal work), fearful a union was trying to be formed by those who wanted to be called legal assistants and thereby require more pay. Yes, I'm serious.

There were several of us who had served in just about every officer position and on committees in both associations, sometimes at the same time. So, a group of us facilitated the withdrawal of TLSA from the National Association of Legal Secretaries Association, seeking legal assistance in retaining the funds on hand and transferring them to TAALA for use in the legal education of its members. About the same time, TAALA changed its name to TAALP, encouraging all who worked in the legal field to become members, regardless of the title they were called in their office.

In 1984, I took both the Professional Legal Secretary exam and the Certified Legal Assistant exam and was the first in Tyler to have both certifications. In 2002, I was certified as a Paralegal in Family Law by the Texas Board of Legal Specialization. In 2011, I was honored to receive TAALP's Legal Professional of the Year award.

I have been blessed with beautiful constants in my life: my relationship with the Lord, those at Bain Files who continue to be part of my heart, my sons, Donny and David Roach, and the rest of my family and friends. And now there is my handsome husband of 16 years, Victor, a retired Lt. Col. in the Army (serving three tours in Iraq after we married) and now farming big time, raising blackberries, strawberries, and other seasonal fruits and vegetables sold at local farmers markets.

**TAALP EXECUTIVE BOARD OF DIRECTORS
2017-2018**



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Calendar listings and seminars should not be considered an endorsement of any such program or seminar.

TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS

P.O. Box 8613, Tyler, TX 75711

TAALP EXECUTIVE BOARD OF DIRECTORS

2017-2018

